

# **North Cumberland Fire District**

## **Meeting Minutes**

**August 15, 2007**

**Present:    Absent:**

**Edward LeBlanc, Chairman**

**Robert Audette    John Aharonian**

**Joseph Baglini**

**Brian Campbell    Matthew Gannon**

**Paul Lindquist**

**Robert J. Murray**

**Others Present:**

**Rene Gendreau, Chief**

**Fay Dakake, Clerk**

**Martin Klara, Tax Collector**

**Daniel Hamel, Treasurer**

**Opening:**

**The regular meeting of the North Cumberland Fire District (NCFD) was called to order at**

**7:00 p.m. on Wednesday, August 15, 2007, by Chairman Edward LeBlanc.**

## **A. Approval of Minutes**

**Mr. Baglini raised questions regarding the events which led to and the reimbursement of Kevin Clarke's heart medication.**

**Tax Collector Hamel reported that, as requested, Mr. Murray has received a cash flow analysis for the current fiscal year.**

**Mr. Murray wasn't sure that the word "discrepancy" was the right word to use as indicated on page 3 as opposed to "a time difference".**

**Tax Collector Hamel reported the deposit was recorded as tax collection because he didn't have the documentation on where it should go. It should be offset to an expense account. Mr. Murray felt "discrepancy" was too strong of a word. The only problem tax collector Hamel has with "discrepancy" is sovereign of the state.**

**A motion was made by Mr. Audette, seconded by Mr. Lindquist, to accept the Clerk's Report of July 16, 2007. All in favor. So voted.**

## **B. Treasurer's Report**

**Treasurer Hamel submitted his report dated August 15, 2007 and included the following:**

- o Financial Summary 2007**
- o Tax Collections, July 31, 2007**
- o Cash Flow Forecast Fiscal Year 2007-2008**
- o Balance Sheet Prev Year Comparison**
- o Profit & Loss 2007**
- o Profit & Loss Budget vs. Actual July, 2007**

**Chairman LeBlanc asked treasurer Hamel if Upgrading and Purchasing of New Equipment was a credit. He replied yes. Chief Gendreau explained it was a check from the Cumberland Fire District for their portion of the Federal Grant. With the Federal Grant air packs were purchased.**

**Treasurer Hamel explained, to create the cash flow forecast, he divided the budget by months and used those numbers to come up with the cash flow. He pointed out the money market account at the top and under that, the checking account. The transfers are from the money market to cover any short falls in the checking balance. The July column is actual, the rest are projected but will be updated with actual numbers. With 2 ½ percent being earned on the money market account, Mr. Murray will evaluate this information to determine if there is a significant amount of cash during a certain period of time that can be allocated to a CD to possibly double the interest income.**

**Chief Gendreau mentioned that he had recently received notice from Freedom Bank that there must be activity in the account by October 3**

**in order to not be considered inactive.**

**Discussion ensued regarding fair market value and depreciation cost value of the land, the buildings and the vehicles. The chairman would like to capture more accurately what the value of NCFD's fixed assets are. Mr. Murray asked the Chief for paperwork showing the original purchase price of the equipment.**

**Chief Gendreau explained 2155 Grant Escrow as a check from Valley Falls Fire Department which was received last fiscal year for their share of the equipment on Federal Grant. The Chief put it in an escrow account last year because it was being paid out during this fiscal year.**

**Treasurer Hamel will update the balance sheet to reflect that the surplus has been transferred into the contingency fund.**

**A motion was made by Mr. Lindquist seconded by Mr. Audette to accept the August 15, 2007 Treasurer's Report. All in favor. So voted.**

### **C. Tax Collectors Report**

**The tax collectors report dated August 2007 was received. Tax Collector Klara reported the tax bills for FY ending 6/30/2007 will be**

**mailed the first week of August.**

**A motion was made by Mr. Murray seconded by Mr. Baglini to accept the tax collectors report. All in favor. So voted.**

#### **D. Chief's Report**

**Chief Gendreau submitted his monthly report for July 2007 highlighting the following:**

- Slight decrease in calls over the previous July**
- Gary Grenier had fallen down the stairs in the station causing injury to his knee and ankle. He was seen by a doctor and has been cleared to come back to work.**
- Chief Gendreau reviewed all the personnel records. Five firefighters who were not certified in NFPA 1001 are now participating in an in house program while on duty. The final exam is scheduled for October. Once that is completed a level 2 program will be scheduled.**
- Pvt. O'Neill took care of some minor problems at the station**
- Pvt. Baker trimmed the overgrown shrubs**
- Pvt. Garon waxed the truck prior to the 4th of July Parade**
- American Fire upgraded all the air packs in town through the Federal Grant program costing NCFD 10% of the cost for their Department.**
- Capt Delisle and Pvt's Paquin and Garon installed a new booster reel for the brush truck.**

**Last month Chief Gendreau went before the Town Council regarding**

**Hillside Road. The Council called the Police Department to have the Police Chief look into it, as they handle traffic. Chief Gendreau has a meeting with the Police Chief on the 29th.**

**Item 6130 Uncle's Sound System Inc. was explained as the indoor P.A. and speaker system inside the station. They were called to evaluate the current system. Some alarms were not going off. Some speakers were not good, some wires were not connected to anything, and some were improperly wired. The tones from the police department and dispatch come through the speakers located throughout the station. This amount reflects a deposit only. The Chief intends on paying for this through the Building and Radio account. Chief Gendreau is to advise the Board of the total cost.**

**The Chief has received positive feedback from his recent letter in the Times, The Call and the Valley Breeze. He has not heard from Town Hall.**

**A motion was made by Mr. Lindquist seconded by Mr. Murray to accept the Chief's report. All in favor. So voted.**

## **E. Committee Reports**

### **Insurance**

**Not until February, per Chief Gendreau.**

### **Financial Management, Budget, Taxes**

**No comment**

## **Personnel**

**To be discussed in Executive Session**

## **Labor Relations**

**No comment**

## **Nominations**

**No comment**

## **Buildings, Grounds, Apparatus, Computers**

**Chief Gendreau has received DEM approval for the new septic system. It is now out to bid.**

## **Public Relations**

**Covered in the Chief Report**

## **F. Old Business**

### **Consolidation Committee**

**Mr. Lindquist reported the Consolidation Committee agreed that they should not proceed any further until they resolve the tax rate issue. A special meeting is being held Tuesday, August 21 at 7:00 p.m. at the Library to resolve the issue.**

**Mr. Lindquist explained the finance chairman of the committee went back to OPAL to study the numbers to be sure they were correct. OPAL came up with a similar tax rate of \$1.50 per thousand. They know it will not pass in the NCFD and it probably won't pass in Cumberland Hill.**

### **2007/2008 Business Plan**

**The Chief distributed a copy of the Business Objectives FY 2007/2008, including two additional items, the station heating system and a new engine 54. Lt. Emerson is chairing the new truck committee. A meeting is set for next Thursday afternoon at 4:00 p.m. Chairman LeBlanc would like the Apparatus, Buildings and Grounds Committee to work together with the New Truck Committee and to also determine the capital asset value for the Department.**

### **Committee Assignments**

**Chairman LeBlanc distributed proposed committee assignments. He has not heard from anyone over the past month pertaining to committee preferences.**

### **Septic System**

**The deadline to submit bids is the end of next week.**

### **Truck Committee**

**A meeting is scheduled for next Thursday at 4:00 p.m.**



## **Fire Marshall Position**

**Because of the move from Quonset to Providence, and the break in the program, this year for the first time they are certifying people to do aspects of the job without certifying them as assistants. Chief Gendreau spoke to Marshal Di Mascolo 2 weeks ago and he stated assistant deputy fire marshal certification cards will not be issued until the 1031 program is concluded in September.**

**There is confusion involving certification as far as performing the job versus certification as assistant deputy. Chief Gendreau met with Lt. Emerson and Pvt. Garon last Friday and again with Lt. Emerson yesterday. Lt. Emerson will meet with the Executive Board later this week to get back to the Chief.**

## **F. New Business**

**While setting up this year's budget, Chief Gendreau and Captain Delise had met to look at things that needed to be done at the station.**

**They found that the only real major expense that needed to be addressed was the heating system. The present heating system which was originally an oil fired boiler then converted to a gas fired boiler is inefficient.**

**Chief Gendreau met with Clermont Plumbing and Heating, Inc. and received a quote which was included in the Board's packet. Lt. Emerson met with them today to evaluate specific needs. A revised**

quote was faxed over today which is approximately \$1200.00 less. The system is wall mounted and consists of two units. Rather than the entire heating system engaging, depending on the temperature, either one unit will engage or both. It will replace the water heater which is currently being rented from the gas company.

One bid has been received so far. The Chief will solicit two more bids for the same system. The chairman would like to engage John Aharonian.

The Chief plans to pay for this system out of the Contingency Fund.

Chairman LeBlanc also requested a 3rd bid for the septic system.

#### **G. Public Comment**

Captain Delisle clarified Chief Gendreau's earlier comment regarding installation of the booster reel on the brush truck, and he explained the function of the booster reel. He also informed the Board that within the district Hillside Road will be utilized for emergency response and outside the district Hillside Road will not be utilized due to the condition of the road and the damage to the trucks.

Captain Deslie informed the Board that 2 Chief's ago an elaborate study was done on Hillside Road but the residents of the road voted to leave it as it. It was also scheduled to be paved a year and ½ ago

but the residents once again got together and felt that if it was paved, speed would increase. Discussion ensued regarding Hillside Road safety.

Motion was made by Mr. Baglini, seconded by Mr. Lindquist, and unanimously carried to enter into Executive Session per RIGL 42-46-5 (2).

**Return to Public Meeting**

Chairman LeBlanc stated he had nothing to report from Executive Session and that the Board was briefed on some labor management issues.

**Adjournment**

Motion was made by Mr. Lindquist seconded by Mr. Murray and unanimously carried to adjourn the public meeting.

<b>Minutes</b>	<b>submitted</b>	<b>by: Fay</b>	<b>Dakake,</b>
<b>Clerk</b>	_____		
<b>Approved</b>	<b>by: Edward</b>	<b>LeBlanc,</b>	
<b>Chairman</b>	_____		